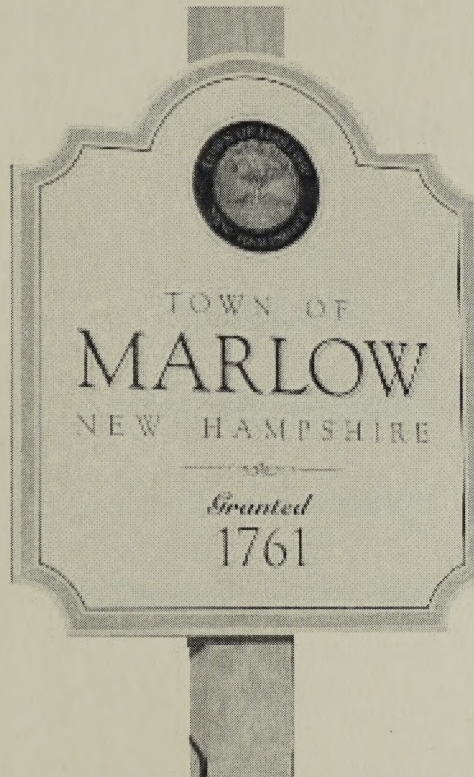


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ANNUAL REPORTS



TOWN OF MARLOW, NH

FOR THE YEAR ENDING DECEMBER 31, 2003

AND

MARLOW SCHOOL DISTRICT

FOR THE YEAR ENDING JUNE 30, 2003

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ANNUAL REPORTS

of the

TOWN OFFICERS

of

MARLOW

New Hampshire

for the year ending

December 31, 2003

and

Marlow School District

for the year ending

June 30, 2003

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PUBLIC NOTICE
ATTENTION ALL MARLOW PROPERTY OWNERS
INVENTORY FORMS DUE APRIL 15th

You are required to file an Inventory of all taxable property owned by you as of April 1, 2004. The town will make all reasonable attempts to distribute the required forms. Should you not receive a form, they can be obtained at the town office. Please be advised that whether or not you receive your form(s), it is your responsibility to obtain them and file them in a timely fashion. Completed forms are due by April 15, 2004.

PUBLIC NOTICE
ATTENTION ALL DOG OWNERS

New Hampshire Statues require all dogs to be licensed with the Town Clerk every April. Proof of rabies inoculation must be presented to obtain a license. Failure to license your dog(s) on time will result in a \$1.00 penalty per animal per month after May 31. In addition, court summonses will be issued in June to all owners of unlicensed dogs. This will involve an appearance before a judge and possible fine.

Your timely compliance is encouraged.

ALLAN W. BLANK
ARTHUR SCHMID
DEBORAH MONTE
Board of Selectmen

SELECTMEN'S REPORT

This past year has been a year of many accomplishments in all the Town Departments serving our community. The following brief summary recognizes a few of the dedicated individuals responsible for improving the quality of life here in Marlow.

Charley Strickland served as Selectman from March 2001 to September 2003 before resigning for personal reasons. Through his efforts while in office he kept the other Selectmen focused on key issues such as upgrading the Fire Dept., modernizing the Town Office, expanding the capabilities of the Transfer Station, and maintaining Marlow's historic buildings. Through his incredible recollection of Marlow history as a life-long resident, Charlie was and still is, a valuable resource of historical information. Beyond his service as a Selectman, Charlie has done so much for us that he can definitely be regarded as a "community institution". His presence at the Monday night Selectmen's meetings are sorely missed.

The Sand Storage building at the Town Highway Dept. has been completed. Through the efforts of Road Agent Tony Davis and his Highway Dept. crew it was completed on schedule and under budget. All the construction was accomplished with labor from just the Highway Dept. and two volunteers. We wish to recognize the two volunteers, Jim Elliot, Sr. and Henry Pletznier and thank them for the tens of hours of invaluable volunteer labor they provided; without their help this project would not have been a success.

Another Highway Dept. accomplishment this year was the reconstruction of the road intersection at Symondsville Road and Route 10. Through the efforts of Tony Davis, Charles Elliott and Patrick Mooney this intersection is now usable by our school buses and safer to use by everyone.

NOTES FROM THE SELECTMEN'S OFFICE

The Selectmen's Office has hired an assessing firm, Earls Neider Perkins (ENP), to conduct a town-wide revaluation of properties in the 2004 to 2005 timeframe. It had been the goal to appropriate \$25,000.00 per year for three years to finance this project. The Revaluation Capital Reserve Fund presently has \$50,000.00. ENP's bid

of \$45,500.00 to accomplish this project means that the Selectmen do not have to ask the Town for the last \$25,000.00.

An explanation of recent developments is in order in regards to the “reval”. The State of New Hampshire Dept. of Revenue Administration (DRA) has directed Marlow to complete a revaluation of all properties in 2005. During the last year the DRA has been adjusting their requirements and is now taking a more realistic approach to attain an equalized statewide property tax structure. The DRA now calls the “reval” (or “certification”) an “Assessment Review”. Earls Neider Perkins’ bid reflects these recent changes and as a result the Town will benefit by:

1. Having the assessment review completed in the Spring of 2005 using the new DRA guidelines.
2. Having a new assessing software program (included in the bid) capable of accomplishing future reviews which will be in accordance with DRA directives.
3. Saving \$25,000.00.

The Selectmen’s Office has instituted a purchase order policy that will ensure that all departments’ budgets will be monitored periodically throughout the year for adherence to their planned expenditures. End of the year “extras” will be closely scrutinized in the future.

It has been noted that many residents still have not posted their street numbers. It is essential that everyone complies and displays their 9-1-1 street numbers prominently so that our fire, police, and ambulance personnel can respond quickly to any emergency.

Allan Blank, Chair
Arthur Schmid
Deborah Monte

THE STATE OF NEW HAMPSHIRE

THE POLLS WILL BE OPEN FROM 2:00P.M. TO 7:00P.M.

To the inhabitants of the Town of Marlow in the County of Cheshire, in said State, qualified to vote in Town affairs:

You are hereby notified to meet at the **John D. Perkins School** es in said Marlow on Tuesday, the Ninth Day of March 2004, at Two o'clock in the afternoon (2:00 PM) to act upon the following subjects:

Article 1 - To choose all necessary Town Officers and School Officials for the year ensuing.

After the votes are counted and the results are announced, the meeting will recess until Saturday, March 13, 2004, when it will reconvene at 10:00 AM in John D. Perkins School to act upon the following subjects:

Article 2 - To see if the Town will vote to raise and appropriate such sums of money as may be necessary to defray Town operating expenses for the year ensuing as set forth in the following budget:

PURPOSE OF APPROPRIATION

GENERAL GOVERNMENT

Executive	30,565.00
Election, Registration & Vital Statistics	14,785.00
Financial Administration	13,530.00
Revaluation of Property	3,000.00
Legal Expense	7,000.00
Personnel Administration	43,225.00
Planning and Zoning	300.00
General Government Building	19,615.00
Cemeteries	1,426.00
Insurance	9,500.00

PUBLIC SAFETY

Police Department	11,350.00
Fire /Ambulance Department	25,500.00
Emergency Management	1.00
Building Inspection	1.00

HIGHWAYS, STREETS & BRIDGES

General Highway Department Expenses	141,900.00
Street Lighting	3,500.00

SANITATION

Solid Waste Disposal	60,400.00
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HEALTH DEPARTMENT

Health Department	1,715.00
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WELFARE

General Assistance	3,000.00
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CULTURE & RECREATION

Library	17,520.00
Parks & Recreation	250.00
Patriotic Purposes	400.00
Conservation Commission	1.00

DEBT SERVICE

Principal of Long-Term Bonds & Notes	25,700.00
Interest Expense - Long-Term Bonds & Notes	.00
Interest Expense - Tax Anticipation Notes	.00

OPERATING TRANSFERS OUT

MISCELLANEOUS

Other	1.00
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TOTAL APPROPRIATIONS

\$ 434,185.00

Article 3 - To see if the Town will vote to authorize the Selectmen to accept on behalf of the Town gifts, legacies and devices made to the Town in trust for any public purpose, as permitted by RSA 31:19.

Article 4 - To see if the Town will vote to authorize the Tax Collector and Town Clerk to accept payment of local taxes, vehicle registration or other fees by use of credit card. RSA 80:52-c provides that the Office of the Tax Collector and Town Clerk may add to the amount due, in addition to any penalties and interest payable, a service charge for the acceptance of the card which will be disclosed at the time of billing.

Article 5 - To see if the Town will vote to raise and appropriate a sum not to exceed Three Thousand Dollars (\$3000) for the purpose of installing metal flashing on the roof of Jones Hall. The Selectmen recommend this appropriation.

Article 6 - To see if the Town will vote to raise and appropriate a sum not to exceed Eight Thousand Dollars (\$8000) to cover the cost of pouring a cement floor in the highway pole barn. This sum to come from fund balance (surplus) and no amount is to be raised from taxation. The Selectmen recommend this appropriation.

Article 7 - To see if the Town will vote to raise and appropriate \$55,000 for a Phase I/II Hydrogeologic Investigation Report, Groundwater Management Permit Application and Landfill Closure Plan on the Former Town of Marlow Municipal Landfill mandated by the NH Dept of Environmental Services and to authorize the Town to borrow the funds from the State of NH Revolving Fund (SRF) RSA 486; entering into long term debt in the amount of Fifty Five Thousand Dollars (\$55,000.00) payable over a term of five years at the annual rate of Eleven Thousand Three Hundred Eighty Seven Dollars and Forty Two Cents (\$11,387.42) and to authorize the Selectmen to expend such monies and pass any vote relating there to. The Selectmen recommend this appropriation (2/3 ballot vote required)

Article 8 – To see if the Town will vote to raise and appropriate a sum not to exceed Five Thousand Three Hundred Dollars (\$5,300) for the purpose of drilling a well and required plumbing on the property of the Marlow Town Offices. The Selectmen recommend this appropriation.

Article 9- To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of an Ambulance and to raise and appropriate the sum of Three Thousand Dollars (\$3,000) to be placed in this fund. The Selectmen recommend this appropriation.

Article 10 - To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of a defibrillator for the Ambulance and to raise and appropriate the sum of Four Thousand Dollars (\$4,000) to be placed in this fund. The Selectmen recommend this appropriation.

Article 11 – To see if the Town will vote to authorize the withdrawal of Thirty Five Thousand Dollars (\$35,000) from the Heavy Highway Road Equipment Capital Reserve Fund for the purchase of a used Class 3, 4 wheel drive truck. The Selectmen recommend this appropriation.

Article 12 - To see if the Town will vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000.00) to be added to the Heavy Highway Road Equipment Capital Reserve Fund previously established. The Selectmen recommend this appropriation.

Article 13 - To see if the Town will vote to terminate the town's current membership in the Southwest Regional Planning Commission until such time as the Marlow Planning Board specifically approves of and endorses such membership, and the necessary funds are included in the Planning Board's proposed budget and duly appropriated at Town Meeting. At the present time the Marlow Planning Board finds membership in that organization to be of no benefit or value to Marlow and views any expenditure in this regard a complete and unnecessary waste of town funds and taxpayer dollars. (By Petition)

Article 14 - To act upon any other business that may legally come before the meeting.

*Given under our hands and seal, this 16th day of February in the year of our Lord,
Two Thousand and Four.*

Allan W. Blank
Arthur Schmid
Deborah Monte
SELECTMEN

TOWN OFFICERS 2003 ELECTED POSITIONS

Selectmen	Term Expires
Charles B. Strickland	2004 (Resigned)
Deborah S. Monte	Appointed
Allan W. Blank	2005 (Chair.)
Arthur Schmid	2006
Moderator	
Richard Rock	2004
Tax Collector	
Louis N. Paturzo	2004
Town Clerk	
Mary Avery	2004
Treasurer	
Carol J. Stewart	2004
Supervisors of Checklist	
Carol Despres	2004
Jeanne Kennedy	2005
Nancy Vesco	2006 (Chair.)
Overseer of Welfare	
Joseph N. Feuer	2004
Sexton	
Edward Allen (Appointed)	2004
Trustees of Trust Funds	
Patricia A. Little	2004
Charles B. Warren	2005
Genevieve S. Ells	2006 (Chair.)
Advisory Budget Committee	
Trevor MacLachlan (Resigned)	2004
Louis N. Paturzo	2004
Richard Rock	2005
John S. Salo	2005 (Chair.)
Charles B. Warren	2006
Trustees of Library	
Claire M. Brady	2004 (Treas.)
Jan Lane	2004
Jeanne Kennedy	2005 (Chair.)
Jane MacLachlan (Resigned)	2005
Jeannie Merwin	2006

Road Committee

Garry Kenyon	2004
James A. Elliott, Sr.	2005
Raymond Despres	2006

Trustees of Cemetery

Patricia A. Little	2004 (Sec.)
Charles B. Warren	2005
Genevieve S. Ells	2006 (Chair.)

APPOINTED POSITIONS FOR 2003**Planning Board**

Arthur Schmid	2004 (Selectmen Rep.)
Raymond Despres	2005
Bonnie Hazelton	2005
Jane MacLachlan	2005
Joseph N. Feuer	2006 (Chair)
Carl MacConnell	2006

Building & Zoning Agent

Joseph N. Feuer

Zoning Board of Adjustment

Charles B. Strickland	2004
Carl MacConnell	2006
Trevor MacLachlan	2006
Bonnie Hazelton	Indefinite
John Salo	Indefinite (chair)

Building Inspection

Selectmen

Administrative Assistant

Mary Blank

Deputy Tax Collector

Donna Chase	(Resigned)
Janet Robar	2004

Deputy Town Clerk

Donna Chase	(Resigned)
Jane MacLachlan	Indefinite

Financial Administrator

Mary Blank

Deputy Treasurer

Lucille Gorges	2004
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Emergency Management David C. Smith	Indefinite
911 Liason Officer Joseph N. Feuer	
Road Agent Anthony Davis	2004
Fire Chief Joseph Marcotte	2004
Forest Fire Warden Thomas Foote	App. by State
Police Chief Kenneth E. Avery	2004
Police Officer Jeremy Yeglinski (Resigned)	2004
John Bly (Resigned)	2004
Animal Control Officer Marlow Police Dept.	
Health Officer Victor B. Reno	App. by State
Drug & Alcohol Random Testing Coord. Joseph N. Feuer	
Ballot Inspectors Rose Elliott - Republican Robert Rhoades - Democrat	
Conservation Commission John Asseng	Indefinite
Ashuelot River Committee John Asseng	Indefinite

Abstract of Marlow Town Meeting March 15, 2003

The town meeting was called to order at 10:00 AM on March 15, 2003, in the John D. Perkins School by Richard Rock, Moderator. The flag was saluted and a blessing offered. Selectmen Allan Blank, Charles Strickland and Joseph Feuer; Administrative Assistant, Mary Blank; Town Clerk, Mary Avery; Supervisors of the Checklist, Nancy Vesco and Jeanne Kennedy were introduced. The results of the election on March 11, 2003, were read. Reading of the warrant began.

Article 1 - To choose all necessary Town Officers and School Officials for the year ensuing.

Selectmen - 3 years	Arthur Schmid
Tax Collector - 1 year	Louis N. Paturzo
Town Clerk - 1 year	Mary Avery
Town Treasurer - 1 year	Carol J. Stewart
Supervisor of Checklist - 3 years	Nancy E. Vesco
Overseer of Welfare - 1 year	Joseph N. Feuer
Sexton - 1 year	Rupert W. Thompson, Jr.
Trustee of Trust Funds - 3 years	Genevieve S. Ells
Advisory Budget Committee - 3 years	Charles B. Warren
Trustee of Library - 3 years	Jeannie Merwin
Road Committee - 3 years	Raymond J. Despres
Cemetery Trustee - 3 years	Genevieve S. Ells

Article 2 - To see if the Town is in favor of changing the term of the Town Treasurer from one year to 3 years, beginning with the term to be elected at next year's regular town meeting.

Included on Town Election Ballot, Yes 136 No 57. **Article 2 Passed**

Article 3 - To see if the Town is in favor of changing the term of the Tax Collector from one year to 3 years, beginning with the term to be elected at next year's regular town meeting.

Included on Town Election Ballot, Yes 137 No 57. **Article 3 Passed**

Article 4 - To see if the Town is in favor of changing the term of the Town Clerk from one year to 3 years, beginning with the term to be elected at next year's regular town meeting.

Included on Town Election Ballot, Yes 139 No 54. **Article 4 Passed**

Article 5 - To see if the Town will vote to raise and appropriate such sums of money as may be necessary to defray Town operating expenses for the year ensuing as set forth in the following budget:

PURPOSE OF APPROPRIATION

GENERAL GOVERNMENT

Executive	32,650.00
Election, Registration & Vital Statistics	13,725.00
Financial Administration	13,950.00
Revaluation of Property	2,200.00
Legal Expense	10,000.00
Personnel Administration	37,400.00
Planning and Zoning	2,250.00
General Government Building	16,650.00
Cemeteries	2,158.00
Insurance	9,000.00

PUBLIC SAFETY

Police Department	12,500.00
Fire/Ambulance Department	15,050.00
Emergency Management	.00
Building Inspection	.00

HIGHWAYS, STREETS & BRIDGES

General Highway Department Expenses	133,100.00
Street Lighting	4,000.00

SANITATION

Solid Waste Disposal	52,250.00
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HEALTH DEPARTMENT

Health Department	1,700.00
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WELFARE

General Assistance	1,000.00
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CULTURE & RECREATION

Library	14,500.00
Parks & Recreation	.00
Patriotic Purposes	400.00

Conservation Commission	165.00
DEBT SERVICE	
Principal of Long-Term Bonds & Notes	20,000.00
Interest Expense - Long-Term Bonds & Notes	.00
Interest Expense - Tax Anticipation Notes	.00
OPERATING TRANSFERS OUT	
Payments to Capital Reserve Funds:	
MISCELLANEOUS	
Other	0 .00
TOTAL APPROPRIATIONS	\$394,648
(Memo: Estimated Revenues \$220,600)	

Motion made and seconded. Discussion. Motion made and seconded to amend Article 5 to raise the library budget by \$1300.00, from 14,500.00 to 15,800.00 for the sole purpose of increasing the library director's salary from \$10.00 to \$12.00 per hour. Discussion. Amendment passed. Motion made and seconded to amend Article 5 to add \$1,000.00 to the Police Department budget (from \$12,500.00 to \$13,500.00) for replacement of the bulletproof vests that have been expired for three years. Amendment passed. Total Appropriations: \$396,948. **Amended Article 5 Passed**

Article 6 - To see if the Town will authorize the Tax Collector to give a two percent (2%) cash discount on all property taxes that are paid IN FULL within ten (10) business days after the due date.

Motion made and seconded. **Article 6 Passed**

Article 7 - To see if the Town will vote to authorize the Selectmen to accept on behalf of the Town gifts, legacies and devises made to the Town in trust for any public purpose, as permitted by RSA 31:19.

Motion made and seconded. **Article 7 Passed**

Article 8 - To see if the Town will vote to raise and appropriate a sum not to exceed Four Thousand Five Hundred Dollars (\$4500) for the purpose of upgrading the wiring and electrical service in the town office. The Selectmen recommend this appropriation.

Motion made and seconded. **Article 8 Passed**

Article 9 - To see if the Town will vote to raise and appropriate a sum not to exceed Eight Thousand Dollars (\$8000) to cover the cost of wiring our new highway pole barn and pouring a cement floor in said building. The Selectmen recommend this appropriation. Motion made and seconded. **Article 9 Passed**

Article 10 - To see if the Town will vote to raise and appropriate the sum of Twenty-five Thousand Dollars (\$25,000.00) to be placed in the Town Revaluation Capital Reserve Fund previously established. The Selectmen recommend this appropriation. Motion made and seconded. Discussion. **Article 10 Passed**

Article 11 - To see if the Town will vote to raise and appropriate a sum not to exceed Thirty Thousand Dollars (\$30,000) for the purpose of erecting a covered storage structure, approximately 40' x 60', near our highway garages for the exclusive housing of the town's winter sand supply. The Selectmen recommend this appropriation.

Motion made and seconded. Discussion. **Article 11 Passed**

Article 12 - To see if the Town will vote to create a Winter Sand Storage Barn Capital Reserve Fund, to raise and appropriate the sum of Fifteen Thousand Dollars (\$15,000) to be placed in said Capital Reserve Fund so created, and to appoint the Selectmen as agents to administer the fund. (If previous article passes, this article will be tabled.) The Selectmen recommend this appropriation.

Motion made and seconded to table article. **Article 12 Tabled**

Article 13 - To see if the Town will vote to raise and appropriate a sum not to exceed Four Thousand Dollars (\$4000) to alter and improve the approach and junction of the Symondsville Road with Route 10. The Selectmen recommend this appropriation.

Motion made and seconded. **Article 13 Passed**

Article 14 - To see if the Town will vote to enter into a long term lease/purchase agreement in the amount of One Hundred Ninety Seven Thousand Dollars (\$197,000.00) payable over a term of 12 years at an annual rate of Twenty-Two Thousand, Nine Hundred Eighty- Seven Dollars (\$22,987) to purchase a fire truck and to authorize the withdrawal of Twenty-Two Thousand, Nine Hundred Eighty-Seven Dollars (\$22,987) for the first year's payment from the Fire Truck Capital Reserve Fund created for that purpose. (2/3-ballot vote required) The Selectmen do not recommend this appropriation.

Motion made and seconded. Discussion. Motion made and seconded to amend article 14 to read: To see if the Town will vote to enter into a long term lease/purchase agreement in the amount of \$197,000, payable over a term of 12 years at an annual rate of \$22,987 to purchase a fire truck and to authorize the withdrawal of \$22,987 for the first year's payment from the Fire Truck Fund Capital Reserve Fund created for that purpose only if a federal grant is applied for and denied for the purchase of a fire truck. Discussion. Amendment passed. Ballot vote on amended Article 14 - Yes 57, No 15.
Amended Article 14 Passed

Article 15 - To see if the Town will vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000.00) to be added to the Fire Truck Capital Reserve Fund previously established. The Selectmen recommend this appropriation.

Motion made and seconded to table Article 15. **Article 15 Tabled**

Article 16 - To see if the Town will vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000.00) to be added to the Heavy Highway Road Equipment Capital Reserve Fund previously established. The Selectmen recommend this appropriation.

Motion made and seconded. **Article 16 Passed.**

No Article 17

Article 18 - To see if the Town will vote to reestablish Jones Hall as the officially designated location for all elections and town meetings.

Motion made and seconded. Discussion. Motion made and seconded to divide the question under article 18. Passed. Discussion. Motion made and seconded to table part one (election). Discussion. Motion made and seconded to table part two (town meetings). **Article 18 Tabled**

Article 19 - To see if the Town will vote to send the following resolution to the New Hampshire General Court: Resolved, in its first two years of operation, the Land and Community Heritage Investment Program (LCHIP) has helped communities throughout New Hampshire preserve their natural, cultural and historic resources and therefore, the State of New Hampshire should maintain funding for LCHIP in its next biennial budget.

Motion made and seconded. **Article 19 Passed.**

Article 20 - To see if the Town is in favor of the following resolution: The citizens of Marlow call on our elected officials from all levels of government, and those seeking office, to work with consumers, businesses, and health care providers to ensure that everyone has access to affordable basic health plan. (Submitted by petition from New Hampshire for Health Care.)

Motion made and seconded. **Article 20 Passed.**

Article 21 - To act upon any other business that may legally come before the meeting.

Genevieve Ells announced that someone is needed to fill the vacancy for the sexton's job and explained the sexton's duties. The selectmen and the town thanked Joseph Feuer for the twenty-five years that he served the town as selectman. The highway crew was commended for the good job they did during the hard winter. Moderator reiterated that people need to attend budget meetings. A moment of silence was observed for the people serving in the military. The meeting was adjourned at 2:50PM.

Respectfully Submitted,
Mary Avery
Marlow Town Clerk

SOURCES OF REVENUE

	2003	2003	2004
	<u>Estimate</u>	<u>Actual</u>	<u>Estimate</u>
Source			
Taxes			
Yield Taxes	4,500.00	5,238.00	4,800.00
Interest & Penalties	12,000.00	10,640.00	10,500.00
Other Taxes	2,000.00	3,315.00	2,800.00
Land Use Change Penalties	2,000.00	0.00	1,000.00
Intergovernmental Resources			
Shared Revenue - Block Grant	\$10,000.00	10,024.00	10,000.00
Shared Revenue - Rooms and Meals Tax	20,000.00	22,845.00	20,000.00
Highway Block Grant	\$49,000.00	49,000.00	48,336.00
State-Federal Forest Land	1,600.00	1,195.00	1,200.00
NH Office of Emergency Management	0.00	1,394.00	1,200.00
Other Reimbursements	900.00	1,359.00	5,000.00
Licenses & Permits			
Motor Vehicle Permits	\$95,000.00	106,405.00	102,000.00
Dog Licenses	1,650.00	1,792.00	1,650.00
Business Licenses, Permits & Filing Fees	1,500.00	2,924.00	2,500.00
Services Charges			
Ambulance Service	5,000.00	5,000.00	5,000.00
Other	7,500.00	23,096.00	15,500.00
Miscellaneous Revenues			
Interest on Deposits	\$3,750.00	1,921.00	1,850.00
PLIT and Workers' Comp Premium (Dividend)	2,200.00	2,380.00	1,800.00
Sale of Town Property	2,000.00	770.00	1,000.00
Sale of Cemetery Plots	0.00	1,125.00	500.00
Other	0.00	736.00	1000.00
Other Financing Sources			
Fund Balance	0.00	0.00	8,000.00
SRF (State Revolving Fund)	0.00	0.00	55,000.00
Withdrawal - Capital Reserve	0.00	22,987.00	35,000.00
Other (inc Donations)	0.00	2,601.00	1,800.00
Total Revenues & Credits	<u>\$220,600.00</u>	<u>\$276,747.00</u>	<u>\$337,436.00</u>

**BUDGET OF THE TOWN OF MARLOW
JANUARY 1, 2003 TO DECEMBER 31, 2003 and 2004 RECOMMENDED**

Purposes of Appropriation	2003 Actual <u>Expenditures</u>	2003 Approved <u>Appropriations</u>	2004 Recommended <u>Appropriations</u>
GENERAL GOVERNMENT			
EXECUTIVE			
ELEC, REGIST & VITAL STATS	\$28,326	\$32,650	\$30,565
FINANCIAL ADMINISTRATION	\$12,435	\$13,725	\$14,785
REVALUATION OF PROPERTY	\$12,335	\$13,950	\$13,530
LEGAL	\$3,869	\$2,200	\$3,000
PERSONNEL ADMINISTRATION	\$6,393	\$10,000	\$7,000
PLANNING & ZONING	\$31,864	\$37,400	\$43,225
GOVERNMENTAL BUILDING	\$385	\$2,250	\$300
CEMETERIES	\$18,414	\$16,650	\$19,615
INSURANCE	\$994	\$2,158	\$1,426
	\$9,319	\$9,000	\$9,500
PUBLIC SAFETY			
POLICE DEPARTMENT	\$9,802	\$13,500	\$11,350
AMBULANCE /	\$2,004*	\$1,000	\$9,100
FIRE DEPARTMENT	\$11,773	\$14,050	\$16,400
BUILDING INSPECTION	\$0	\$0	\$1
EMERGENCY MANAGEMENT	\$0	\$0	\$1
*Plus Addt'l \$2265 in Expenses paid from Marlow Ambulance Association Cash Acct			
HIGHWAY & STREETS			
GENERAL HIGHWAY	\$119,006	\$133,100	\$141,900
STREET LIGHTS	\$3,405	\$4,000	\$3,500

SANITATION			
SOLID WASTE DISPOSAL	\$57,528	\$52,250	\$60,400
HEALTH			
HEALTH	\$1,700	\$1,700	\$1,715
WELFARE			
WELFARE	\$1,804	\$1,000	\$3,000
CULTURE & RECREATION			
PARKS & RECREATION	\$0	\$0	\$250
LIBRARY	\$16,019	\$15,800	\$17,250
PATRIOTIC	\$398	\$400	\$400
CONSERVATION	\$165	\$165	\$1
DEBT SERVICE			
PRINCIPAL-L/T NOTES	\$19,668.87	\$20,000	\$25,700
INTEREST-L/T NOTES		\$0	
OTHER			
CEMETARY PLOTS	\$1,125	\$0	\$1
POLICE DETAIL	\$7,647	\$0	
CAPITAL OUTLAY			
TRANSFERS TO CAPITAL RESERVE FUNDS	\$35,000	\$35,000	\$17,000
LAND	\$0	\$0	\$0
MACHINERY, VEHICLES & EQUIPMENT	\$22,987	\$22,987	\$0
BUILDINGS	\$27,778	\$30,000	\$0
IMPROVEMENTS OTHER THAN BUILDINGS	\$16,741	\$16,500	\$106,300
TOTAL APPROPRIATIONS	\$478,882	\$501,435	\$557,485
Less: Amount of Estimated Revenues, Exclusive of Taxes			(337,436)
(Taxes to be Raised (Exclusive of School & County Taxes))			\$220,049

COMPARATIVE STATEMENT OF APPROPRIATIONS & EXPENDITURES AS OF DECEMBER 31, 2003

	2003 <u>Expenditures</u>	2003 <u>Appropriations</u>	Over(Under)
GENERAL GOVERNMENT			
EXECUTIVE	\$28,326	\$32,650	(\$4,324)
ELEC, REGIST & VITAL STATS	\$12,435	\$13,725	(\$1,290)
FINANCIAL ADMINISTRATION	\$12,335	\$13,950	((1,615)
REVALUATION OF PROPERTY	\$3,869	\$2,200	\$1,669
LEGAL	\$6,393	\$10,000	(\$3,607)
PERSONNEL ADMINISTRATION	\$31,864	\$37,400	(\$5,536)
PLANNING & ZONING	\$385	\$2,250	(\$1,865)
GOVERNMENTAL BUILDING	\$18,414	\$16,650	\$1764
CEMETERIES	\$994	\$2,158	(\$1,164)
INSURANCE	\$9,319	\$9,000	\$319
PUBLIC SAFETY			
POLICE DEPARTMENT	\$9,802	\$13,500	(\$3,698)
AMBULANCE /	\$2,004*	\$1,000	\$1004
FIRE DEPARTMENT	\$11,773	\$14,050	(\$2,277)
BUILDING INSPECTION	\$0	\$0	\$0
EMERGENCY MANAGEMENT	\$0	\$0	\$0
HIGHWAY & STREETS			
GENERAL HIGHWAY	\$119,006	\$133,100	(\$14,094)
STREET LIGHTS	\$3,405	\$4,000	(\$595)

*Plus Addtn'l \$2265 in Expenses paid from Marlow Ambulance Association Cash Acct

SANITATION				
SOLID WASTE DISPOSAL	\$57,528	\$52,250		\$5,278
HEALTH				
HEALTH	\$1,700	\$1,700		\$0
WELFARE				
WELFARE	\$1,804	\$1,000		\$804
CULTURE & RECREATION				
PARKS & RECREATION	\$0	\$0		\$0
LIBRARY	\$16,019	\$15,800		\$219
PATRIOTIC	\$398	\$400		(\$2)
CONSERVATION	\$165	\$165		\$0
DEBT SERVICE				
PRINCIPAL-L/T NOTES	\$19,669	\$20,000		(\$331)
INTEREST-L/T NOTES		\$0		
OTHER				
CEMETARY PLOTS	\$1,125	\$0		\$1,125
POLICE DETAIL	\$7,647*	\$0		\$7,647
CAPITAL OUTLAY				
TRANSFERS TO CAPITAL RESERVE FUNDS	\$35,000	\$35,000		\$0
LAND	\$0	\$0		\$0
MACHINERY, VEHICLES & EQUIPMENT	\$22,987	\$22,987		\$0
BUILDINGS	\$27,778	\$30,000		(\$2,222)
IMPROVEMENTS OTHER THAN BUILDINGS	\$16,741	\$16,500		\$241
	\$478,882	\$501,435		(\$22,552.62)

* Reimbursed



PLODZIK & SANDERSON

Professional Association/Accountants & Auditors

193 North Main Street • Concord • New Hampshire • 03301-5063 • 603-225-6996 • FAX-224-1380

INDEPENDENT AUDITOR'S REPORT

To the Members of the Board of Selectmen
Town of Marlow
Marlow, New Hampshire

We have audited the accompanying general purpose financial statements of the Town of Marlow, New Hampshire as of and for the year ended December 31, 2003 as listed in the table of contents. These general purpose financial statements are the responsibility of the Town's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The general purpose financial statements referred to above do not include the general fixed assets account group which should be included in order to conform with accounting principles generally accepted in the United States of America. As is the case with many municipal entities in the State of New Hampshire, the Town of Marlow has not maintained historical cost records of its fixed assets. The amount that should be recorded in the general fixed assets account group is not known.

In our opinion, except for the effect on the financial statements of the omission described in the preceding paragraph, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Town of Marlow as of December 31, 2003, and the results of its operations and the cash flows of its nonexpendable trust funds for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements of the Town of Marlow taken as a whole. The combining and individual fund financial statements listed as schedules in the table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of the Town of Marlow. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

Plodzik & Sanderson
Professional Association

January 22, 2004

EXHIBIT A
TOWN OF MARLOW, NEW HAMPSHIRE
Balance Sheet
General Fund
December 31, 2003

ASSETS

Cash and Equivalents	\$ 69,306
Investments	526,525
<u>Receivables (Net of</u>	
<u>Allowance For Uncollectible)</u>	
Taxes	91,976
Accounts	1,082
Voluntary Tax Liens	1,800
Voluntary Tax Liens Reserved Until Collected	(1,800)
Prepaid Items	<u>5,121</u>
 TOTAL ASSETS	 <u>\$ 694,010</u>

LIABILITIES AND EQUITY

Liabilities

Accounts Payable	\$ 2,633
Interfund Payable	548,675
Deferred Tax Revenue	<u>179</u>
Total Liabilities	<u>551,487</u>

Equity

Fund Balances

Reserved For Encumbrances	7,785
Reserved For Special Purposes	4,668
<u> Unreserved</u>	
Undesignated	<u>130,070</u>
Total Equity	<u>142,523</u>

TOTAL LIABILITIES AND EQUITY	<u>\$ 694,010</u>
------------------------------	-------------------

SCHEDULE OF TOWN PROPERTY

As of December 31, 2003

Description

Jones Hall, Land & Building 12/13 Church Street	\$142,700.00
War Memorial	900.00
Police Department Equipment and Vehicle	20,000.00
Fire Station Land & Building 123 NH Rt 123	64,600.00
Highway Department Land & Building 27 Old Forest Rd	45,600.00
Town Common - Marlow Hill	16,200.00
Town Pound - Route 123	1,300.00
Town Office 167 NH Rt 123	83,200.00
Gravel Pit - Washington Road	19,100.00
Property - Village Cemetery	.00
Property - Sargent Rd Cemetery	100.00
Property - West Cemetery Jay Allen Rd.	600.00
Property - Route 10 North /Old Newport Rd	6,200.00
Property - Sand Pond Road (Galloway)	200.00
Property - Whittemore Road (McNutt)	37,100.00
Property - 59 Old Newport Rd.(Pollard)	26,900.00
Property - Route 10 North (Ayotte)	16,400.00
Property - 54 West Shore Rd. (Lambert)	78,547.00
Property - Off Baine Rd	2,900.00
Property - Off Baine Rd.	1,400.00
	\$563,947.00

2003 TAX RATE

<u>Tax Rate</u>	<u>2003</u>	<u>2002</u>	<u>2001</u>
Town	\$6.54	\$5.52	\$8.21
County	3.00	3.11	2.22
School	25.64	17.29	15.52
State Education	5.72	<u>5.53</u>	<u>6.47</u>
Total	\$40.90	\$31.50	\$32.42

MS-1
SUMMARY INVENTORY OF VALUATION
As of December 31, 2003

	2003	2002	Increase (Decrease)
Land in Current Use	805,231	801,356	3,875
Land, Improved & Unimproved	9,000,292	9,111,405	(111,113)
Buildings	21,283,030	20,464,800	818,230
Manufactured Housing	788,400	782,000	6,400
TOTAL (before exemptions)	\$31,876,953	\$31,160,561	\$716,392
Less Exemptions	(148,900)	(148,900)	0
Net Valuation on which Tax rate is Computed	\$31,728,053	\$31,011,661	\$716,392

2003 Inventory of Valuation

VALUE OF LAND ONLY

Current Use	805,231
Conservation Restriction Assessment	242
Residential	8,744,192
Commercial/Industrial	256,100
Total of Taxable Land	\$9,805,765

VALUE OF BUILDINGS ONLY

Residential	19,220,770
Manufactured Housing	788,400
Commercial/Industrial	2,062,330
Total of Taxable Buildings	\$22,071,430

PUBLIC UTILITIES	
Public Utilities	\$1,124,390
MATURE WOOD & TIMBER	0
TOTAL VALUATION BEFORE EXEMPTIONS	\$33,001,585
EXEMPTIONS	
Blind Exemption	\$ 15,000
Elderly Exemption	130,000
Solar Exemption	3,900
TOTAL DOLLAR AMOUNT OF EXEMPTIONS	\$148,900
NET VALUE FOR MUNICIPAL TAX RATE	\$32,852,685
Less Public Utilities	1,124,390
NET VALUE FOR STATE TAX RATE	\$31,728,295

REPORT OF TOWN CLERK
January 1, 2003 to December 31, 2003

Motor Vehicle	\$ 106,720.00
Motor Vehicle - Title	398.00
Dog Licenses & Penalties	1,792.00
Marriage Licenses	90.00
Certified Copies - Vital Records	132.00
Filing for Office	6.00
Filing Fees	20.00
UCCs	105.00
Miscellaneous	<u>57.00</u>
Total Remitted to Treasurer:	<u>\$109,320.00</u>

Tax Collector's Report (MS-61)

<u>DEBITS</u>	<u>2003</u>	<u>2002</u>
Uncollected Taxes:		54,834.71 (1/103)
Property Taxes		
Resident Taxes		
Land Use Change		
Yield Taxes		857.70
Taxes Committed:		
Property Taxes	1,328,044.42	
Excavation Taxes	136.66	
Land Use Change	0.00	
Yield Taxes	5,237.88	
Inventory Penalties		
Payment in Lieu of Taxes	2,178.55	
Overpayment:		
Property Taxes		308.43
Resident Taxes		
Land Use Change		
Yield Taxes		
Prepay for NY	178.45	
Interest Collected:		
Delinquent Taxes	847.94	3,034.14
		420.00
TOTAL DEBITS	\$1,336,623.90	\$59,537.48
 <u>CREDITS</u>		
Remitted to Treasurer:		
Property Taxes	1,228,280.20	35,369.28
Payment in Lieu	2,178.55	
Land Use Change	0.00	
Yield Taxes	5,237.88	857.70
Penalties		420.00
Interest	847.94	3,034.14
Excavation	136.66	
Conversion to Lien		15,719.97
Prev. Year Prepays	366.05	
Other Lien Charges Paid		82.50
Discounts Allowed	18,444.67	
Abatements Made:		
Property Taxes		1,082.52
Resident Taxes		
Land Use Change		
Yield Taxes		
Utilities		

Current Levy Deeded	1,251.64	2,971.37
Uncollected Taxes end of Year:		
Property Taxes	79,880.31	
Resident Taxes		
Land Use Change		
Yield Taxes		
TOTAL CREDITS	\$1,336,623.00	\$59,537.48

Summary of Unredeemed Liens 2003

<u>DEBITS</u>	2002	2001	2000	Prior Years
Unredeemed liens @				
beginning of year		17,890.18	16,170.62	3,932.64
Liens executed during				
the fiscal year	17,699.27			
Mortgagee Notice Fee	98.00		43.50	
Interest & Costs collected				
after lien execution	<u>189.63</u>	<u>1,598.13</u>	<u>4,308.77</u>	<u>518.24</u>
TOTAL DEBITS	\$17,956.90	\$19,488.31	\$20,479.39	\$4,450.88
<u>CREDITS</u>				
Remitted to Treasurer:				
1. Redemptions	2,562.74	7,248.02	12,305.10	762.65
2. Interest/costs (after				
lien execution)	189.63	1,598.13	4,308.77	518.24
Abatements of				
unredeemed taxes				
Liens Deeded to Municipalities	2,780.67	3,470.12	3,865.52	3,169.99
Unredeemed liens @				
end of year	<u>12,423.86</u>	<u>7,172.04</u>		
TOTAL CREDITS	\$17,956.90	\$19,488.31	\$20,479.39	\$4,450.88

REPORT OF TOWN TREASURER
For Fiscal Year Ended December 31, 2003

Tax Collector –		
Louis Paturzo, Jr.		
Deputy Tax Collector –		\$1,305,935.69
Janet Robar		
 Town Clerk –		
Mary Avery		
Deputy Clerk –		109,448.00
Jane MacLachlan		
 Gun Permits	140.00	
Building Permits	216.00	
Current Use Fees	81.85	
Franchise Fees	498.93	
Copier	499.98	
Other	121.88	
Rooms /Meals	22,844.51	
Shared Revenue	10,778.00	
Hi-way Blk Grant	49,000.08	
State/Fed Forest	1,194.83	
Oil Spill	2,060.76	
Witness Fees	143.80	
Other	796.49	
Ambulance	5,000.00	
Transfer Station	11,652.19	
Dumpster Fees	2,635.83	
Tire Fees	108.00	
Sale of Master Plan	449.00	
Sale of Town Property	911.00	
Sale of Cemetery Lots	1,000.00	
Fleet Interest	541.94	
Voided Checks	725.03	
Other	10,426.99	
PLIT Insurance Refund	2,379.84	
Other	1,907.26	
Misc	3,064.01	
Total Revenues/Treasurer		129,178.20
Investment Accts NH-PDIT		595,000.00
Total Receipts		\$2,139,561.89

Fleet Bank

Beginning Balance – 1/1/03	\$195,316.09
Total Receipts – 2003	2,139,561.89
Total	2,334,877.98
 Total Selectmen's Orders	 2,269,882.38
Ending Balance 12/31/03	64,995.60

NH-PDIT

Balance 1/1/02	200,145.89
Deposits	920,000.00
Interest	1,378.95
Withdrawals	595,000.00
Balance 12/31/03	526,524.84

<u>Total Cash Balance 12/31/03</u>	<u>\$591,520.44</u>
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C. J. Stewart, Treasurer

Marlow Town Library 2003

Two new programs were added to our library this year. Dave Stewart led a series of computer classes that helped beginning users find their way around the keyboard and the internet.

A book discussion, led by a facilitator from NH Humanities, allowed readers to get together and talk about a prominent New England author and share how they were affected by the story. We would like to continue both programs if there is enough interest. Please call, e-mail, or stop in the library and let us know if you would like to participate in either of these.

The library welcomed two assistant librarians this year. Jen Brown and Shelli Silk-Huntley job-share the position. They take turns manning the library on Saturday. Sadly, we say goodbye to two trustees. Jane MacLachlan was a trustee for a short time, but we welcomed her expertise in sign making and e-bay selling. Claire Brady has been our treasurer for 7 years. She was the moving force behind the library renovation, taking on the task of the lawyers and court, helping to hire a general contractor, pitching in wherever she could, and inspiring us all to not give up when things got bogged down.

The summer reading program ended with the 8th annual family picnic. We would like to thank all those who volunteered to lead the weekly crafts programs, and Toadstool Bookstore and Marlow Grocery for their continued support with certificates for our participants. We are also appreciative of all the community support the library receives: donations of new books, the printing of cards, bookmarks, and stationary at a nominal cost, even the plowing by a neighbor so our librarian could get to the door! Thank you to all who gave their time and energy - it's a big part of what makes our town library a success.

Respectfully submitted,
Jeanne Kennedy, Chair
Claire Brady, Treasurer
Jan Lane, Secretary
Jeannie Merwin, Works
Jane MacLachlan
Pat Strickland, Librarian
Jen Brown, Shelli Silk-Huntley,
Asst. Librarians

**MARLOW TOWN LIBRARY
Treasurer's Report
Operating Expenses for 2003**

Income

Remitted to Town Library	\$7125.00
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Expenses

Books / Periodicals	\$3969.67
Telephone	1357.63
Computer – Internet	337.00
Postage and Supplies	899.89
Programs	<u>544.17</u>
Total Expenses	\$7108.36

Balance 12/31/03	\$ 16.64
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Claire Brady
Treasurer
Marlow Town Library

**MARLOW POLICE DEPARTMENT
POLICE REPORT FOR 2003**

The police dispatch for Cheshire County has been moved to the Sheriff's Department. The new phone number to call for non-emergency police matters is 355-2000. Dial 911 for emergencies.

The police department acquired a portable defibrillator that is kept in the cruiser. This lifesaving equipment was acquired through a grant.

Breakdown of this year's caseload:

10 Hours of Additional Training	11 Citizen Assist
5 Mutual Aid Calls	47 Motor Vehicle Complaints
12 Burglar Alarms Answered	8 Animal Control Calls
28 House Checks	5 Arrests for M/V Violations, DWI
1 Check the Welfare	1 Felony Arrest
12 Criminal Complaints	106 Hours of Patrol
98 Summonses Issued	281 Motor Vehicle Stops

I would like to thank the Selectmen for their support this past year. I would also like to thank Joe Marcotte and Rupert Thompson for their help on Halloween, and our road agent, Tony Davis, for his maintenance help on the cruiser.

Respectfully Submitted
Kenneth Avery
Chief of Police

MARLOW VOLUNTEER FIRE DEPARTMENT ANNUAL REPORT 2003

Marlow Fire Department responded to 26 incidents 2003

Motor Vehicle Fires	9
Permit Burns	1
Public Utilities	1
False Alarms	7
Carbon Monoxide	2
Mutual Aid	5
Dwelling	1

2003 has been a average year for the Marlow Fire Department. Again, we were very fortunate not to have any major incidents in our town

During this past year we had one member complete a Firefighter 1A level and another member complete a Firefighter 1B Level of certification. Congratulations to them as they achieve their goals to improve their skills in becoming better firefighters.

The Marlow Fire Department did not receive the money from the FEMA Grant for our New Fire Truck We have since gone to the lease – purchase agreement that we had voted for at our last Town Meeting. We should be taking delivery of our new piece of apparatus sometime this summer.

Again, I would like to ask the town to join me in thanking our firefighters for the terrific job that they do in protecting life and property in our community.

Respectfully submitted,

Joe Marcotte
Fire Chief
446-7789

MARLOW AMBULANCE REPORT FOR 2003

We would like to take time to thank all the people in the towns of Marlow, Lempster, and Gilsum for the support they have given us for the year. The Fire Departments and the Rescue Squads are the best in our area.

To the townspeople of these towns we deeply appreciate the donations that were sent in. The money helps with training and supplies.

The members of our ambulance squad have recently formed a nonprofit corporation in order to accept donations for charitable use. Please note that any donation to the "Marlow Ambulance Association" will not be used to support the operational expenses of the ambulance.

The following was our calls for the year;

Marlow = 49

Gilsum = 29

Lempster = 48

Stoddard = 01

Total number of calls were 127

Loretta E.Hull

President/Captain

Report of Forest Fire Warden and State Forest Ranger

Your local Forest Fire Warden, Fire Department, and the State of New Hampshire Division of Forests and Lands cooperate and coordinate to reduce the risk of wildland fires in New Hampshire. To help us assist you, contact your local Forest Fire Warden or Fire Department to find out if a permit is required before doing ANY outside burning. Fire permits are mandatory for all outside burning unless the ground where the burning is to be done (and surrounding areas) is completely covered with snow. Violations of the fire permit law and the other burning laws of the State of New Hampshire are misdemeanors punishable by fines up to \$2,000 and/or a year in jail, plus the cost of suppressing the fire..

A new law effective January 1, 2003 prohibits residential trash burning (RSA 125-N). Contact New Hampshire Department of Environmental Services at (800) 498-6868 or www.des.state.nh.us for more information.

Help us to protect you and our forest resources. Most New Hampshire wildfires are human caused. Homeowners can help protect their homes by maintaining adequate green space around the house and make sure that the house number is correct and visible. Contact your fire department or the New Hampshire Division of Forests and Lands at www.nhdfi.org or 271-2217 for wildland fire safety information.

ONLY YOU CAN PREVENT WILDLAND FIRES

2003 FIRE STATISTICS

All fires reported thru November 3, 2003

TOTALS BY COUNTY

	<u># of Fires</u>	<u>Acres</u>
Belknap	40	4.86
Carroll	46	13.99
Cheshire	8	.68
Coos	7	17.40
Grafton	22	12.60
Hillsborough	60	11.34
Merrimack	98	10.45
Rockingham	56	18.54
Strafford	34	7.94
Sullivan	3	2.03

CAUSES OF FIRES REPORTED

Arson/Suspicious	10
Campfire	25
Children	13
Smoking	20
Debris	226
Railroad	3
Lightning	2
Equipment	8
Misc.*	67

(*Misc: powerlines, fireworks, railroad, ashes, debris, structures, equipment.)

	<u>Total Fires</u>	<u>Total Acres</u>
2003	374	100
2002	540	187
2001	942	428
2000	516	149

There were 81 Fire Permits were issued in Marlow during 2003.

I greatly appreciate everyone cooperating in obtaining fire permits and obeying all fire rules and regulations. For fire information or permits please call 446-3313.

Respectfully Submitted:

Thomas F. Foote
Town Fire Warden
446-3313

HOME HEALTH CARE AND COMMUNITY SERVICES, INC. SERVICES AVAILABLE TO MARLOW RESIDENTS

Home Health Care and Community Services (HCS) offers a variety of services in Marlow. From prenatal care to hospice services, HCS can provide home health and wellness care to residents of all ages and circumstances. Here's just a sampling of HCS services:

Visiting Nurse - A registered nurse can come to the home to provide care after a hospital stay or to treat a chronic illness. Nurses can even make home visits to new mothers who leave the hospital under early discharge programs. Doctor's orders are needed to provide care.

Home Health Aides and Homemakers - Home health aides provide personal care, such as assistance with bathing, dressing and therapeutic exercises to those who are homebound. Homemakers can help with grocery shopping, laundry, light housekeeping and tasks that are essential to help a person to maintain their independence at home.

Well Child Clinic - Physical exams, immunizations, nutrition counseling, and developmental assessments are available to income eligible families with children from newborn to age ten. Immunization clinics are offered to children up to age seventeen, regardless of family income.

Hospice Alliance at HCS is a Medicare certified hospice program supporting terminally ill patients who choose to die in the comfort and dignity of their own home. Care is provided by nurses, home health aides, other health care professionals and volunteers. HCS offers training programs for volunteers in the spring and fall; if you are interested in becoming a volunteer call us!

Community Clinics - A registered nurse is available in Marlow at the Library at various times to check blood pressures for residents of all ages. There is no charge for this service. HCS also offers other services at this clinic in the fall for a minimal fee.

HCS is always happy to answer questions about home care services.

Call us at 352-2253 or 1-800-541-4145
A United Way Agency

HCS - HOME HEALTHCARE, HOSPICE AND COMMUNITY SERVICES
REPORT TO THE TOWN OF MARLOW
JANUARY 1, 2003 TO DECEMBER 31, 2003
ANNUAL REPORT

In 2003, HCS - Home Healthcare, Hospice and Community Services continued to provide home care and community services to the residents of Marlow. The following information represents HCS's activities in your community in 2003.

SERVICE REPORT

SERVICES OFFERED	SERVICES PROVIDED
Nursing	166 Visits
Physical Therapy	65 Visits
Medical Social Worker	4 Visits
Home Health Aide	29 Visits
Health Promotion Clinics	1 Clinic
Home & Community Based Services*	530 Hours

*Home and Community Based Care is a Medicaid program which offers extended home care services to individuals who are in need of nursing home level care but can be maintained at home for a lower cost.

Total Unduplicated Residents Served: 42

Prenatal care, hospice services and regularly scheduled wellness clinics and child health clinics are also available to residents. Town funding partially supports these services.

FINANCIAL REPORT

The actual cost of all services provided in 2003 with all funding sources is \$38,320.00. These services have been supported to the greatest extent possible by Medicare, Medicaid, other insurances, grants and patient fees. Services that were not covered by other funding have been supported by your town Town support in 2003 totaled \$747.00.

For 2003, we request an appropriation of \$747.00 to continue to be available for home care services for Marlow residents.

Thank you for your consideration.

MONADNOCK FAMILY SERVICES

CENSUS REPORT

4/1/02 TO 3/31/03

MARLOW

<u>Age</u>	<u>Number</u>
Adults	29
Children	11
Elderly	2
<u>Gender</u>	
Female	22
Male	20
<u>Insurance</u>	
Self-pay	12
Medicare	3
Medicaid	4
Other insurance	23
<u>Totals</u>	
Clients Seen	42
Number of Visits	441
Hours of Service	372
Charges	\$34,844.00
Payments	26,162.62-
Discounts Given	3,076.02-
Contractual Adjustments	3,842.06-
Uncollectable	1,001.00
Total Outstanding	<u>\$762.30</u>

<u>Diagnosis</u>	
Disorders of Infancy/Childhood/Adolescence	4
Substance-Related Disorders	8
Schizophrenia / Other Psychotic Disorders	1
Mood Disorders	11
Physical Symptoms with Psych Basis	1
Impulse Control Disorders Not Classified	2
Adjustment Disorders	10
Anxiety Disorders	4
Non-Mental Disorders	1

<u>Referral Sources</u>	
Self	16
Other Psychiatric Facility	3
Law Enforcement / Correction	7
Social/Community Agency	3
Non-Psychiatric Physician	4
Other Healthcare Provider	5
Other	4

Ashuelot River Local Advisory Committee

Washington Lempster Marlow Gilsum Sullivan Surry Keene Swanzey Winchester
Hinsdale

2003 Annual Report

The Ashuelot River Local Advisory Committee (ARLAC) was established in 1994, one year after the Ashuelot River was enrolled into the State Rivers Management and Protection Program. Since then, members, who are nominated by local municipal officials, have been educated in a broad array of issues associated with the river and its watershed. It is the hope of the committee to be a resource that works well between the interests and concerns of the citizens in the watershed, and State authorities.

The volunteer river water quality monitoring program in conjunction with NHDES Volunteer River Assessment Program (VRAP) continued this year for its third season. ARLAC members, working with community volunteers, participated in a spring training session, leading into a five-month effort of sampling once per month from May through September. Again, analyses were done for E. coli, temperature, pH, total phosphorus, dissolved oxygen (DO), turbidity and conductivity, with the City of Keene again donating lab services for E. coli. Copper and chloride sampling were not repeated this year due to low levels found in the previous year. Phosphorus testing, analyzed by the State Lab, was funded this year by the W.S. Badger Co. of Gilsum, and a grant funded by the Connecticut River Joint Commission enabled us to use our own water quality monitoring equipment, helping to ensure consistency in data. Again this year, Donna Hanscom of the Keene Waste Water Treatment Facility treated ARLAC and monitor volunteers to a summary presentation of the sampling results. Continued monitoring and public education will keep the Ashuelot River the vital community resource that it is today.

A regular task for the Committee is to review and comment on state permit applications within the river corridor that may have potential impacts on the river. This year we submitted comments on projects proposed in Washington, Marlow, Gilsum, Keene, Swanzey, Winchester and Hinsdale.

The Committee also submitted comments regarding SB-87; a state bill that may allow the spreading of septage, biosolids, and short paper fiber within the 250-foot buffer currently afforded to protected rivers. ARLAC believes prohibition within the 250-foot buffer should be maintained.

Ashuelot River Local Advisory Committee

Washington Lempster Marlow Gilsum Sullivan Surry Keene Swanzey Winchester
Hinsdale

2003 Annual Report (cont)

This past year saw the State put together final criteria regarding the removal of dams. Since 2001, two dams have been removed along the Ashuelot, and with the possibility of two more removals in upcoming years, communities will better understand the importance of their removal while keeping environmental, cultural and historical impacts in mind.

The Committee meets each month, on the third Tuesday evening in the Keene Public Library. The Local Advisory Committee invites citizens and town officials to contact their local

ARLAC representatives or the Southwest Region Planning Commission for more information.

Respectfully submitted,

Pablo Fleischmann

Vice Chair

Members: Tom Taylor - Washington; John Asseng - Marlow; Roger Sweet - Sullivan; Pablo Fleischmann - Gilsum; Gary Pelton - US Army Corps of Engineers; Patrick Eggleston - Keene; Al Stoops - Keene; Barbara Richter - Keene; Barbara Skuly - Swanzey; Steve Stepenuck - Swanzey; Steve Poole - Winchester.

Cemetery Trustees and Trustees of Trust Funds 2003

The year 2003 proved to be another interesting year for the Marlow Trustees. In February, we were told that Rupert Thompson had decided not to run for Sexton and so the Trustees began our search for someone to replace him. After a futile search on our own, the Trustees were very pleased when two residents came forward and applied for the job and subsequently were appointed, namely Edward Allen for Sexton and Rob Allen, Edward's father, as Assistant Sexton. In has been a great learning experience for both Edward and the Trustees. Edward is young, very committed and conscientious and we are looking forward to a long relationship with him and Rob and we thank them for volunteering.

Several others in our towns deserve our thanks and appreciation. We offer a sincere thank you to Carol and Tim Jones for erecting a new, carefree fence delineating the cemetery boundaries and their property at absolutely no cost to the Trustees or the taxpayers. It certainly enhanced our cemetery and we are most appreciative.

And lastly, but not least, we thank our hard working Road Agent, Tony Davis, who did so much work for us last year in the Village Cemetery. This year our focus has been the West Yard Cemetery (historical name) on the Jay Allen Road. There was a somewhat steep bank leading up to the cemetery, which was difficult for some to scramble up. Tony accommodated us by finding some large flat stones to serve as steps and then fashioned a beautiful railing to hold onto. Tony, what a great job! We have also installed a new sign identifying the West Yard Cemetery following the same format as the Village Cemetery, which was erected in 2001. The Marlow Historical Society sponsored a West Yard Cemetery walk this fall and Neil Jenness, the speaker, told us we have some of the oldest and most beautiful headstones up there that she has ever seen. So pay a visit to the Village Cemetery and the West Yard Cemetery and enjoy the peace and tranquility of both.

We get many requests each year from people near and far researching and seeking out their ancestors. We try to accommodate them all.

There have been three grave purchases this year. Two 4-grave plots and one cremain plot.

An old Village Cemetery map has surfaced and while it is in a very rustic frame, we have had it matted with an acid-free mat to prevent further deterioration.

And now, believe it or not, we intend to start work on the Sargent Cemetery, hoping to gain proper access and proceed with preservation efforts, including up righting the large memorial stone erected there in the late 1880's commemorating the burial place of some of the earliest settlers of Marlow.

I would like to again call your attention to the Frances Strickland Scholarship Fund, which is available to anyone furthering his or her education beyond high school. It is not just for high school seniors, but includes any adult who wishes to further their education in nursing, paralegal, or technical school offerings. Please contact any Trustee for rules and requirements and further information.

Lastly, we have been very pleased with our relationship with Citizens Bank in handling our various trust funds. Unfortunately, the interest earned is very low due to market conditions; however, the service is swift and accurate.

Many thanks to Patty and Chuck for their input and support. Please cast your vote for Patty Little for another term of office for the Cemetery Trustees and Trustee of the Trust Funds.

Genevieve S. Ells, Chair 446-7161

Patricia Little, 446-7822

Charles Warren, 446-7432

REPORT OF TRUST FUNDS OF THE TOWN OF MARLOW ON DECEMBER 31, 2003
MS-9

Date Created	Name of Trust Fund	Purpose - Category	How Invested	%	Principal				Income			Grand Total		
					Balance Beginning Year	Additional Funds	Cash Gains or Losses	Withdrawals	Balance Year End	%	Income		Expense	Balance Year End
	Ambulance Fund	Capital Reserves	Common		0.00				80.62		0.00	80.62	0.00	0.00
	Fire Truck Capital Fund	Capital Reserves	Common		30,000.00			22,987.00	937.40		282.77		1,220.17	8,233.17
	Heavy Highway Equipment	Capital Reserves	Common		26,749.03	10,000.00			834.33		292.53		1,126.86	37,875.89
	Russell Perkins Library	Capital Reserves	Common		22,877.10				3,549.61		241.99		3,791.60	26,668.70
	School Expendable Overbudget Tuition	Capital Reserves	Common		140,193.54	8,482.00		66,195.09	26,896.34		1,431.58		28,327.92	110,808.37
	Town Revaluation Cap Fund	Capital Reserves	Common		25,000.00	25,000.00			116.92		329.80		446.72	50,446.72
	School Reno Reconst Fund	Capital Reserves	Common		0.00	25,000.00			0.00		210.35		210.35	25,210.35
	Sub Total - Capital Reserves				244,819.67			224,119.58	32,415.22		2,789.02		35,123.62	259,243.20
	Amos Russell (Cem Lot)	Cemetery	Common		108.70				135.71		2.23		137.94	246.64
	George F Reed (Cem Lot)	Cemetery	Common		219.13				2,935.15		28.87		2,964.02	3,183.15
	Sageant Road Trust (Cem)	Cemetery	Common		2,191.29				4,985.47		65.72		5,051.19	7,242.48
	Waldo & Marian Perkins (Cem Lot)	Cemetery	Common		1,095.64				1,095.64		31.85		2,144.01	3,509.65
	West Cemetery Trust (Cem)	Cemetery	Common		2,191.29				2,824.37		45.89	37.00	2,833.26	5,021.55
	Sub Total - Cemetery Trust				5,806.05				13,262.86		174.56		13,400.42	19,206.47
	Sub Total - Town Cemeteries			100.00%	30,847.87			31,972.87	15,046.81	100.00%	422.14		14,858.95	46,831.82
	C.B. Howard (Lib)	Library Trust	Common		54.79				42.61		0.88		43.49	98.28
	Sub Total - Library				54.79				42.61		0.88		43.49	98.28
	ASA Way (School)	School/Scholarship	Common		400.30				380.83		7.97		388.80	779.10
	School Fund	School/Scholarship	Common		1,101.40				855.23		17.92		873.15	1,974.55
	Frances Strickland Scholarship	School/Scholarship	Common		6,759.62				3,119.04		314.33		3,433.37	10,192.99
	Fred P. Whittemore (School)	School/Scholarship	Common		1,758.69				1,364.46		28.60		1,393.06	3,151.75
	Sub Total - School Scholarship				10,110.01			10,110.01	5,719.56		368.82		6,088.38	16,198.39
	GRAND TOTAL				291,638.39	69,607.00	0.00	89,182.09	66,487.06		3,755.42	727.62	69,514.86	341,578.16

VITAL STATISTICS 2003

BIRTHS

<u>Name</u>	<u>Date</u>	<u>Parents</u>	<u>Place of Birth</u>
Levesque, William Carlisle	01/17/2003	Levesque, Gary Levesque, Marcia	Keene, NH
Corliss, John Philip Dion	01/31/2003	Corliss, Richard Corliss, Kathleen	Keene, NH
Bissell, Christopher Akira	04/23/2003	Bissell, Matthew Bissell, Kyoko	Keene, NH
Apichell, Mia Ashley	04/30/2003	Apichell, Darrin Apichell, Amy	Keene, NH
Quinn, James Patrick	10/03/2003	Quinn, John Quinn, Lora	Peterborough, NH
Bellimer, Lucas James	10/06/2003	Bellimer, Frederick Bellimer, Heather	Peterborough, NH
EwellLindley, Ruben Eli	12/25/2003	EwellLindley, Larry EwellLindley, Kim	Lebanon, NH

MARRIAGE

<u>Name</u>	<u>Date</u>	<u>Residence</u>
Vittum, Paul A Kuffel, Faith D.	07/12/2003	Lempster, NH Marlow, NH
Tillson, Theodore B. Martin, Rebecca M.	08/30/2003	Marlow, NH Marlow, NH
Knox, Lougee W. Johnson, Ruth A.	09/20/2003	Marlow, NH Marlow, NH

DEATHS

<u>Name</u>	<u>Date</u>	<u>Place</u>
Blanchard, Evelyn A.	03/16/2003	Lebanon, NH
Leech, Lloyd T.	05/07/2003	Marlow, NH
Washer, Harry E.	07/17/2003	Keene, NH
Danforth, Harry L.	10/15/2003	Keene, NH
Davis, Margery G.	12/31/2003	Westmoreland, NH

SCHOOL REPORTS

OFFICERS, AGENTS AND EMPLOYEES OF THE MARLOW SCHOOL DISTRICT

Joseph Scharf, Chair Term Expires 2005
 Arthur E. Andreasen Term Expires 2006
 Kenneth R. Dassau Term Expires 2004
 Denise E. Davis Term Expires 2004
 Stephanie Tickner Term Expires 2004

N.H. SCHOOL ADMINISTRATIVE UNIT 29 ADMINISTRATION

Phillip G. McCormack, Ed.D. Superintendent of Schools
 Wayne E. Woolridge Assistant Superintendent of Schools
 Barbara S. Tremblay.....Assistant Superintendent of Schools
 John R. Harper Business Administrator
 Timothy L. Ruehr Business Manager
 Patricia Trow Parent. Manager of Personnel Services
 Bruce Thielen Director of Special Education
 Michael Duhaime. Director of Technology Services

STAFF

Richard Brewer Teaching Principal/Grades 5-6
 Gayle Reynolds Secretary
 Jay Bowks. Spanish
 Sandra Cunningham Kindergarten
 Sheila Cowing Grades 3-4
 Leo Echavarria Physical Education
 Deborah Hrdlicka Guidance Counselor
 Susan Kennedy.....Special Education
 Amy Hathaway Art
 Victoria Moore Music
 Margaret Wyman Grades 1-2
 Sandy Cunningham Title II
 Kathy Peets Inclusion Aide
 Karen Brunjes Speech/Language Therapist
 Cindy Wood Nurse
 Sharlene Logan School Lunch/Inclusion Aide
 John Richards.....Custodian/Maintenance

OFFICERS

Joseph N. Feuer Moderator
 Deborah Washburn Treasurer
 Mary Avery Clerk
 Plodzik & Sanderson Auditor

ENROLLMENTS

Elementary: Kindergarten - 7, Grade 1 - 11, Grade 2 - 1, Grade 3 - 12, Grade 4 - 9, \
 Grade 5 - 10, Grade 6 - 7; totalling 57 pupils
 Middle School: Grade 7 - 8, Grade 8 - 11; totalling 19 pupils
 High School: Grade 9 - 6, Grade 10 - 11, Grade 11 - 9, Grade 12 - 16; totalling 42 pupils
 TOTAL ALL PUPILS: 118

COMPLIANCE STATEMENT

This school district receives federal financial assistance. In order to continue receiving such federal financial assistance, this school district will not discriminate in their educational programs, activities or employment practices on the basis of race, language, sex, age, or handicapping condition, under the provisions of Title IX of the 1972 Educational Amendments; Section 504 of the Rehabilitation Act of 1973.

Complaints regarding compliance with Title IX regulations should be submitted in writing to the Title IX liaison for School Administrative Unit 29, the Personnel Manager, 34 West Street, Keene, New Hampshire.

Complaints regarding compliance with Rehabilitation Act of 1973 - Section 504 should be submitted in writing to the Director of Special Education, 34 West Street, Keene, New Hampshire.

Phillip G. McCormack, Ed.D.
Superintendent of Schools

STATE OF NEW HAMPSHIRE

SCHOOL WARRANT

To the inhabitants of the school district in the Town of Marlow qualified to vote in District affairs:

You are hereby notified to meet at the Town Hall in the Town of Marlow on the 9th day of March, 2004, between the hours of 2:00 p.m. and 7:00 p.m. to act upon the following article:

ARTICLE 1: To choose all necessary school district officers:

One member of the school board for the ensuing year
Two members of the school board for the ensuing three years
A moderator for the ensuing year
A clerk for the ensuing year
A treasurer for the ensuing year from July 1, 2004

MARLOW SCHOOL BOARD

Joseph Scharf, Chair
Arthur E. Andreasen
Kenneth R. Dassau
Denise E. Davis
Stephanie Tickner

STATE OF NEW HAMPSHIRE SCHOOL WARRANT

To the inhabitants of the school district in the Town of Marlow qualified to vote in District affairs:

You are hereby notified to meet at the John D. Perkins, Sr. School in said District on the 11th day of March, 2004, at 7:00 p.m. to act upon the following articles:

ARTICLE 1: To hear the reports of agents, auditors, committees or officers chosen, and to pass any vote relating thereto.

ARTICLE 2: To see what sum of money the District will vote to raise and appropriate for the support of schools, for the salaries for school district officials and agents, and for the statutory obligations of the District, or to take any other action in relation thereto. *(The Marlow School Board recommends approval of the sum of \$1,419,080.)*

ARTICLE 3: To see if the District will vote to appropriate and authorize the school board to transfer up to \$25,000 of its unencumbered funds, if any, remaining on hand at the end of the fiscal year, June 30, 2004 the sum of \$25,000 to be deposited in the Capital Reserve Fund established by voters at the March, 2002 district meeting for the purpose of major renovation/reconstruction of the school buildings and grounds and related costs, or to take any other action in relation thereto. *(The Marlow School Board supports favorable action on this warrant article.)*

ARTICLE 4: To see if the District will vote to appropriate and authorize the school board to transfer up to \$25,000 of its unencumbered funds, if any, remaining on hand at the end of the fiscal year, June 30, 2004 the sum of \$25,000 to be deposited in the Tuition Trust Fund established by the voters at the 1993 district meeting for the purpose of paying future year regular/special education tuition, or to take any other action in relation thereto. If there is an insufficient undesignated fund balance as of June 30, 2004 to fund this appropriation and the appropriation in Article 3 (Capital Reserve Fund), Article 3 will be funded first, with any additional surplus to be applied to this warrant article. *(The Marlow School Board supports favorable action on this warrant article.)*

ARTICLE 5: To transact any other business that may legally come before this meeting.

MARLOW SCHOOL BOARD

*Joseph Scharf, Chair
Arthur E. Andreasen
Kenneth R. Dassau
Denise E. Davis
Stephanie Tickner*

**MARLOW SCHOOL DISTRICT
2004-2005 PROPOSED BUDGET**

	2002-2003 ACTUAL	2003-2004 BUDGET	2004-2005 PROPOSED	(2003-2004 TO 2004-2005) \$ Change	% Change
REG INSTRUCTION (1100)					
Salaries	\$151,652	\$155,320	\$161,782	\$6,462	4.16%
Benefits	\$57,496	\$66,229	\$75,095	\$8,866	13.39%
Professional Services	\$4,893	\$7,184	\$8,218	\$1,034	14.39%
Summer Program	\$21	\$920	\$0	(\$920)	-100.00%
KMS & KHS Tuitions	\$375,095	\$412,964	\$327,916	(\$85,048)	-20.59%
Student Field Trips	\$132	\$0	\$0	\$0	0.00%
Materials(Supplies)	\$4,212	\$5,214	\$5,638	\$424	8.13%
Books & Periodicals	\$2,177	\$6,886	\$5,110	(\$1,776)	-25.79%
New Equipment	\$582	\$2,574	\$2,470	(\$104)	-4.04%
Replacement Furniture	\$0	\$500	\$500	\$0	0.00%
Totals	\$596,260	\$657,791	\$586,729	(\$71,062)	-10.80%
SPECIAL EDUCATION (1200)					
Salaries	\$63,359	\$71,962	\$73,984	\$2,022	2.81%
Benefits	\$17,324	\$18,972	\$22,236	\$3,264	17.20%
Professional Services	\$10,517	\$6,800	\$8,075	\$1,275	18.75%
Tuition Preschool	\$2,856	\$3,200	\$8,800	\$5,600	175.00%
KMS & KHS Tutorial Services	\$0	\$0	\$14,823	\$14,823	0.00%
KMS & KHS Tuitions	\$140,491	\$169,945	\$162,222	(\$7,723)	-4.54%
Tuitions Out-of-Dist.	\$169,115	\$183,422	\$158,454	(\$24,968)	-13.61%
Materials(Supplies)	\$447	\$1,100	\$1,100	\$0	0.00%
Books & Periodicals	\$380	\$400	\$400	\$0	0.00%
Equip/Furniture	\$833	\$200	\$200	\$0	0.00%
Totals	\$405,321	\$456,001	\$450,294	(\$5,707)	-1.25%
ATTENDANCE SERVICES (2110)					
Salaries	\$0	\$50	\$50	\$0	0.00%
Totals	\$0	\$50	\$50	\$0	0.00%
GUIDANCE SERVICES (2120)					
Salaries - Shared Position	\$11,320	\$11,900	\$12,545	\$645	5.42%
Benefits	\$0	\$0	\$0	\$0	0.00%
Eval & Placement	\$860	\$6,000	\$6,000	\$0	0.00%
Guidance	\$343	\$600	\$200	(\$400)	-66.67%
Materials/Testing					
Totals	\$12,523	\$18,500	\$18,745	\$245	1.32%
HEALTH SERVICES (2130)					
Salaries	\$3,500	\$3,989	\$4,353	\$364	9.13%
Benefits	\$281	\$337	\$367	\$30	8.90%
Health Supplies	\$147	\$300	\$300	\$0	0.00%
Totals	\$3,928	\$4,626	\$5,020	\$394	8.52%

Expense Accounts (continued)

	2002-2003 ACTUAL	2003-2004 BUDGET	2004-2005 PROPOSED	(2003-2004 TO 2004-2005) \$ Change	% Change
PSYCHOLOGICAL SERVICES (2140)					
Counseling Services	\$7,252	\$2,400	\$5,000	\$2,600	108.33%
Totals	\$7,252	\$2,400	\$5,000	\$2,600	108.33%
SPEECH SERVICES (2150)					
Speech Services	\$19,248	\$23,100	\$24,255	\$1,155	5.00%
Supplies	\$182	\$200	\$200	\$0	0.00%
Totals	\$19,430	\$23,300	\$24,455	\$1,155	4.96%
CURRICULUM & STAFF DEVELOPMENT (2210)					
Salaries & Benefits	\$478	\$0	\$0	\$0	0.00%
Course Reimbursement	\$0	\$800	\$800	\$0	0.00%
Staff Dev.(Workshops)	\$1,627	\$1,800	\$1,800	\$0	0.00%
New Curriculum Materials	\$1,342	\$0	\$0	\$0	0.00%
Totals	\$3,447	\$2,600	\$2,600	\$0	0.00%
MEDIA SERVICES (2220)					
Media Membership	\$342	\$360	\$354	(\$6)	-1.67%
Repairs to Equipment	\$45	\$600	\$600	\$0	0.00%
Library Supplies	\$0	\$100	\$100	\$0	0.00%
Library Books	\$2,319	\$4,961	\$5,027	\$66	1.33%
Totals	\$2,706	\$6,021	\$6,081	\$60	1.00%
SCHOOL BOARD/SAU (2310/2320)					
Salaries	\$2,949	\$4,275	\$4,775	\$500	11.70%
Benefits	\$228	\$345	\$345	\$0	0.00%
Legal & Audit	\$3,728	\$8,000	\$8,200	\$200	2.50%
Treasurer's Expense	\$117	\$250	\$250	\$0	0.00%
School Board Expense	\$554	\$750	\$750	\$0	0.00%
School Board Assoc.	\$1,669	\$1,700	\$1,850	\$150	8.82%
SAU #29	\$35,857	\$42,346	\$41,048	(\$1,298)	-3.07%
Totals	\$45,103.75	\$57,666	\$57,218	(\$448)	-0.78%
SCHOOL ADMINISTRATION (2400)					
Salaries	\$32,315	\$32,222	\$32,981	\$759	2.36%
Benefits	\$11,886	\$9,683	\$10,687	\$1,004	10.37%
Management Development	\$135	\$300	\$300	\$0	0.00%
Criminal Records Ck	\$34	\$160	\$160	\$0	0.00%
Telephone	\$2,800	\$3,000	\$3,000	\$0	0.00%
Postage	\$159	\$400	\$400	\$0	0.00%
Staff Mileage	\$869	\$1,500	\$1,500	\$0	0.00%
Office Supplies	\$118	\$1,000	\$1,000	\$0	0.00%
Admin Software	\$0	\$110	\$110	\$0	0.00%
Totals	\$48,318	\$48,375	\$50,138	\$1,763	3.64%

Expense Accounts (concluded)

	2002-2003 ACTUAL	2003-2004 BUDGET	2004-2005 PROPOSED	(2003-2004 TO 2004-2005) \$ Change	% Change
BUILDING SERVICES (2600)					
Salaries	\$14,832	\$14,309	\$14,736	\$427	2.98%
Benefits	\$5,913	\$7,266	\$7,883	\$617	8.49%
Water Test	\$0	\$0	\$0	\$0	0.00%
Safety & Security	\$275	\$500	\$500	\$0	0.00%
Repairs to Building	\$5,953	\$5,600	\$6,600	\$1,000	17.86%
Service Contracts	\$4,907	\$5,300	\$5,103	(\$197)	-3.72%
SMP Insurance	\$3,980	\$3,500	\$4,000	\$500	14.29%
Custodial Supplies	\$2,156	\$2,500	\$2,500	\$0	0.00%
Electricity	\$5,301	\$5,500	\$5,500	\$0	0.00%
Heat	\$3,925	\$6,000	\$6,000	\$0	0.00%
Equipment	\$1,617	\$500	\$500	\$0	0.00%
Totals	\$48,858	\$50,975	\$53,322	\$2,347	4.60%
PUPIL TRANSPORTATION (2700)					
Services	\$125,357	\$122,430	\$119,793	(\$2,637)	-2.15%
Totals	\$125,357	\$122,430	\$119,793	(\$2,637)	-2.15%
STAFF SERVICES (2800)					
Staff Physicals	\$0	\$500	\$500	\$0	0.00%
Scholarships	\$500	\$0	\$0	\$0	0.00%
Totals	\$500	\$500	\$500	\$0	0.00%
OPERATING BUDGET					
SUB-TOTALS	\$1,319,005	\$1,451,235	\$1,379,945	(\$71,290)	-4.91%
TRANSFER FUNDS					
Federal Programs	\$0	\$35,000	\$35,000	\$0	0.00%
School Lunch	\$3,600	\$4,135	\$4,135	\$0	0.00%
Expendable Trust (tuition)	\$8,482	\$0	\$0	\$0	0.00%
Capital Reserve (bldg)	\$25,000	\$0	\$0	\$0	0.00%
Totals	\$37,082	\$39,135	\$39,135	\$0	0.00%
GRAND TOTALS	\$1,356,087	\$1,490,370	\$1,419,080	(\$71,290)	-4.78%

MARLOW SCHOOL DISTRICT

2004-2005 PROPOSED BUDGET

Revenue Accounts	Actual 2002-2003	Budget 2003-2004	Proposed 2004-2005	(2003-2004 TO 2004-2005) \$ Change % Change	
LOCAL					
Local Property Tax	\$555,603	\$842,202	\$629,348	(\$212,854)	-25.27%
Unreserved Fund Balance	\$33,481	\$0	\$65,000		
Interest Income	\$2,534	\$4,500	\$2,500		
Food Services Sales	\$0	\$0	\$0		
Transfer from Exp. Trust	\$66,195	\$0	\$0		
Tuition	\$20,610	\$15,000	\$15,000		
Other	\$3,173	\$1,000	\$1,000		
Sub-Total Local	\$681,596	\$862,702	\$712,848	(\$149,854)	-17.37%
STATE					
Catastrophic Aid	\$0	\$38,998	\$52,000		
Net Change in Cat Aid Borrowing	\$82,695	\$0	\$0		
Medicaid Reimbursement	\$19,333	\$3,000	\$3,000		
Shared Revenue	\$0	\$0	\$0		
Kindergarten Aid	\$0	\$0	\$0		
Adequacy Grant	\$399,487	\$369,197	\$434,759	\$65,562	17.76%
State Property Tax	\$172,976	\$181,473	\$181,473	\$0	0.00%
Other State	\$0	\$0	\$0		
Sub-Total State	\$674,491	\$592,668	\$671,232	\$78,564	13.26%
FEDERAL/SPECIAL					
Federal	\$0	\$25,000	\$25,000		
Special Ed	\$0	\$10,000	\$10,000		
Child Nutrition	\$0	\$0	\$0		
Sub-Total Federal	\$0	\$35,000	\$35,000	\$0	0.00%
GRAND TOTAL	\$1,356,087	\$1,490,370	\$1,419,080	(\$71,290)	-4.78%
Total Budget Decrease			-4.78%		
School Property Tax Percent Decrease			-20.79%		
Projected Decrease in Tax Rate			(\$6.4790)		
Tax Decrease on \$100,000 Home			(\$648)		
Total School Tax		\$1,023,675	\$810,821	(\$212,854)	



PLODZIK & SANDERSON

Professional Association/Accountants & Auditors

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INDEPENDENT AUDITOR'S REPORT

To the Members of the School Board
Marlow School District
Marlow, New Hampshire

We have audited the accompanying general purpose financial statements of the Marlow School District as of and for the year ended June 30, 2003 as listed in the table of contents. These general purpose financial statements are the responsibility of the School District's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The general purpose financial statements referred to above do not include the general fixed assets account group which should be included in order to conform with accounting principles generally accepted in the United States of America. As is the case with most municipal entities in the State of New Hampshire, the Marlow School District has not maintained historical cost records of its fixed assets. The amount that should be recorded in the general fixed assets account group is not known.

In our opinion, except for the effect on the financial statements of the omission described in the preceding paragraph, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Marlow School District as of June 30, 2003, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements of the Marlow School District taken as a whole. The combining and individual fund financial statements listed as schedules in the table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of the Marlow School District. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

October 16, 2003

Plodzik & Sanderson
Professional Association

MARLOW SCHOOL DISTRICT MEETING MINUTES

MARCH 13, 2003

Joseph N. Feuer, Moderator, called the annual school district meeting at the John D. Perkins, Sr. Elementary School to order at 7:04 p.m. The flag was saluted.

School Board members present included Arthur Andreasen, Kenneth Dassau, William Rescsanski, Joseph Scharf, and Stephanie Tickner.

Representing SAU 29 were Dr. Phillip McCormack, Superintendent of Schools; Wayne Woolridge, Assistant Superintendent of Schools; Timothy Ruehr, Business Manager; Melissa Lemnah, Recording Secretary. Richard Brewer, Teaching Principal, was also present.

Jeanne Kennedy and Nancy Vesco represented the Supervisors of the Checklist.

The March 11, 2003, election results were announced as follows: Arthur Andreasen, School Board Member for a three-year term; Joseph N. Feuer, Moderator, one-year term; Mary Avery, Clerk, one-year term; Deborah Washburn, Treasurer, one-year term.

Approximately twenty-five people were present to act upon the warrant read by the Moderator.

ARTICLE 1: Motion made and seconded that the District accept the reports of agents, auditors, committees and officers chosen as printed in the annual report.

Passed by voice vote.

ARTICLE 2: Motion made and seconded that the District raise and appropriate the sum of \$1,490,370.00 for the support of schools, for the salaries for school district officials and agents, and for the statutory obligations of the District.

Joseph Scharf presented an overview of the budget. Discussion followed regarding regular instruction student tuition costs and new equipment; increase in special education tuition costs for out-of-district placement students; media services, library books; pupil transportation including transportation costs for out-of-district placement; and catastrophic aid.

Motion restated. Passed by voice vote.

ARTICLE 3: Motion made and seconded that the District authorize and empower the school board to borrow up to \$83,695 representing the State of New Hampshire share of special education costs for the 2003-2004 school year pursuant to R.S.A. 198:20-D upon such terms and conditions as the school board determines in the best interests of the District; said sum, together with the costs of borrowing, to be repaid by the State of New Hampshire, pursuant to R.S.A. 186:C-18.

Discussion. Passed by voice vote.

ARTICLE 4: To see if the District will vote to appropriate and authorize the School Board to transfer up to \$25,000 of its unencumbered funds, if any, remaining on hand at the end of the fiscal year, June 30, 2003, the sum of \$25,000 to be deposited in the Tuition Trust Fund established by the voters at the 1993 District Meeting for the purpose of paying future year regular/special education tuition, or to take any other action in relation thereto.

Motion made and seconded to pass over article. Article 4 passed over by voice vote.

ARTICLE 5: Motion made and seconded that the District approve the following statement and alert state and federal lawmakers to the concerns expressed in the statement regarding unfunded and underfunded mandates.

Whereas NH School Districts face ever tightening budgets; and Whereas NH School Districts are finding it increasingly difficult to raise and appropriate sufficient dollars on the local level to provide their students a quality education; and Whereas newly enacted and existing federal mandates have placed an undue and heavy financial burden on local school district budgets:

Be It Therefore Resolved: That the voters of the District vigorously oppose any and all unfunded and under-funded federal educational mandates, including but not limited to, those contained in the recently enacted No Child Left Behind Law as well as those mandates historically unfunded within the IDEA/Special Education Laws.

Discussion followed explaining the financial impact of the No Child Left Behind Law, testing and accountability.

Motion restated. Passed by voice vote.

ARTICLE 6: To transact any other business that may legally come before this meeting. The resignation of Barbara Briggs was noted. The Board and District expressed appreciation for the many contributions made by Barbara during the 25 plus years that she served as clerk.

Motion made and seconded that the meeting be adjourned. Passed by voice vote.

Following the adjournment at 8:23 p.m., Arthur Andreasen, Joseph N. Feuer, Mary Avery, and Deborah Washburn received the oath of office.

Respectfully submitted,

Mary Avery
Marlow School District Clerk

A True Copy Attest

Marlow School District Election Results

March 11, 2003

School Board -3 Year Term

Arthur Andreasen	185	Donald Elliott	1
Blank	5	Linda Kendall	1
Caren Clark	1	Jane MacLachlan	1
David Davis	1		

Moderator -1 Year Term

Joseph N. Feuer	150	Gladys Foote	1
Blank	30	Tom Foote	3
Mary Avery	1	Robert Rhoades	1
William Brady	1	Richard Rock	5
John Casey	2	Edward White	1

Clerk -1 Year Term

Blank	157	Marcia Levesque	1
Mary Avery	6	Charleen Logan	1
Barbara Briggs	5	Jane MacLachlan	2
Donna Chase	4	Bonnie Parker	1
David Davis	1	Geraldine Plotts	1
Dawn Elliott	3	Lisa Richards	1
James Elliott	1	Carlo Stewart	2
Gladys Foote	2	Susan Strickland	2
Tom Foote	2	Nancy Vesco	1
Jeanne Kennedy	1	Barbara White	1

Treasurer -1 Year Term

Deborah Washburn	174	Dawn Elliott	2
Blank	16	Lucille Gorges	1
Barbara Briggs	1	Carol Stewart	1

MARLOW SCHOOL DISTRICT ELECTION RESULTS

March 11, 2003

Arthur Andreasen	School Board Member	3 Years
Joseph N. Feuer	Moderator	1 Year
Mary Avery	Clerk	1 Year
Deborah Washburn	Treasurer	1 Year

ADMINISTRATIVE REPORT

The staff at John D. Perkins Elementary School, like staff in other schools in SAU 29, has placed considerable emphasis on the No Child Left Behind (NCLB) legislation. This piece of federal legislation is very significant with regard to its impact on what and how we do what we do in schools, the manner in which students are assessed and schools are held accountable, and the sanctions for those schools which do not comply with, or meet federal expectations.

NCLB has influenced the work of the staff, especially with regard to curriculum review and revision and teaching. The teachers have been actively involved in training in both analyses of test results and curriculum mapping. Analysis of test results helps teachers identify trends in student performance that are impacted by the content of the curriculum presented and the teaching strategies used to present the material. Curriculum mapping is a method by which teachers can work to develop a more coordinated curriculum that is better aligned with the state standards upon which the state testing program (NHEIAP) is based. Teachers have greatly expanded their knowledge of technology as a teaching tool, i.e., they are making greater use of technology to assist in classroom instruction. Much of this training and related technology equipment has been funded through a grant written by Keene School District personnel to establish the Southwest Learning Center which services school districts throughout southwestern New Hampshire.

Review of this year's test results on the state testing program shows Marlow's students performing well in comparison to other schools across the state. The New Hampshire Department of Education comparatively reports schools' scores as the percentage of students scoring at the "Basic or better level". The Department of Education equates this with performance "at grade level or better". Due to the small class sizes in Marlow, results are reported in three-year averages. At the third grade level, scores show 81 percent of Marlow's students performing higher than the average for the state (75 percent) in English language arts. In mathematics (the only other area tested in grade three), Marlow's average score of 70 percent is slightly below the state average (72 percent). At the sixth grade level, with the exception of mathematics, Marlow's average scores exceed the state average scores in subject areas tested (English language arts, science and social studies). Again this year, the difference between Marlow's average scores and the state's is substantial -- 13 percent better than the state. In mathematics, Marlow's average score is one percent less than the state average score (72 percent).

Although not a measure used by NCLB, student performance in their classes is important and is a measure used to report on at Keene High School. There were 44 students from Marlow in attendance at the high school last year. Again this year, a relative area of strength for Marlow students was in English where 60 percent of the students taking an English class received a grade of "B" or better. Science was another area of strength in which 57 percent of those taking a science class earned a grade of "B" or better. Approximately 25 percent of the students taking a science class were enrolled in either an honors or Advanced Placement level class. It is interesting to note that 81 percent of the students enrolled in an honors or Advanced Placement class in the core subject areas (English, mathematics, science, social studies, or world language) earned a grade of "B" or better. Marlow students also continue to take advantage of co-curricular -- athletic as well as non-athletic -- opportunities.

Teachers have continued to work hard to provide the children with challenging and productive learning activities. They have done this in the face of several significant obstacles. Funding is one of these. The NCLB legislation contains several underfunded or unfunded mandates. Combined with the continuation of underfunding related to special education and changes to the state's funding scheme, it is increasingly more difficult to find the funds needed to meet the needs of all students. Unfortunately, John D. Perkins School lost its Title I funding this year. Eligibility for these federal funds is based on poverty level as defined by the federal census bureau. I compliment the staff on its resourcefulness in looking to other outside funds to help provide students with enrichment, as well as remedial programs.

Community support for the school has been tremendous and greatly helps with projects that would otherwise not be completed. The P.T.A. has been active and generous in its financial support of various activities. As the staff and school board work through the full implementation of NCLB and try to deal with the funding problems plaguing many school districts in the state, it is very important that the community be involved and informed. I encourage you to visit and observe what occurs at the school. Please attend a school board meeting to hear about and discuss school-related matters in a timely fashion. Also, please plan to attend this year's annual district meeting on Thursday, March 11, at 7:00 p.m.

*Phillip G. McCormack, Ed.D.
Superintendent of Schools*

PRINCIPAL'S REPORT

Our current population is as follows: kindergarten - 7, grade one - 11, grade two - 1, grade three - 12, grade four - 9, grade five - 10, grade six - 7. Total population - 57.

We have had few changes in the staff at the school since last March. Our new music teacher is Ms. Vicky Moore. Mrs. Sandra Cunningham, our kindergarten teacher, is now our Title II teacher in the afternoon. Last year she was the Title I teacher.

We continue to use federal funds to support student learning. Unfortunately, we have lost our Title I funding. We do have some funding left over from previous years and are planning how to use those funds to purchase equipment and materials to support basic skills in our identified Title I students. Title II funds are being used to provide a class size reduction teacher in the afternoon. As mentioned above, Mrs. Cunningham has accepted that position. Title II is also providing funding for teacher training. Title V funds (last year called Title VI) are being used to provide a pre-school resource center in the school. Mrs. JoEllen Manning has accepted the position of coordinator of that program. REAP funding has been used to replace antiquated computers with new systems in two classrooms, as well as providing three classrooms with new LCD projectors.

The PTA continues to be very active, even with a small membership. They have used much of the proceeds of their fundraisers to make the school safer and a better place to learn. For example, they donated \$200 to each specials teacher to enable the students in those classes to have some unique project or entertainment. The Spanish teacher was able to invite a drummer, Michael Wingfield, to demonstrate different musical cultures. Music stands were provided for students in music class. Concerns about student safety prompted the purchase of helmets, which were sold to students at a much-reduced rate. A donation was made to the Yearbook Committee for the graduates, who were also given atlases. A fold-up cot was purchased and is kept in the office for students feeling under the weather. Teacher appreciation was shown by purchasing a much-needed refrigerator for the teachers' room and providing a great noontime meal for the staff. Food was provided at Field Day and Discovery Night. The PTA also sponsored the Read-a-Thon; a fundraiser that provides students with incentives to read. Proceeds went to local organizations. The PTA also arranged a number of activities. Game night continues to be a student favorite. Thanksgiving dinner was served to all our students and some of their families; approximately 120 people. Many students also attended the Christmas Craft Day Workshop.

We continued to make improvements to the property this last year. The hill that was planted with conservation mix in the fall was replanted in the spring and should be ready for mowing this spring. The PTA provided bird feeders for the garden and regular upkeep has been performed by PTA members, staff and students. We added an addition to the covered walkway to divert falling snow and ice away from the sidewalk. The PTA provided the school with a bike rack for students, which is now located adjacent to the walkway.

Other volunteers continue to be assets to the school. Mrs. Reynolds, Mrs. Dave Elliott, and Mrs. Mike Elliott contributed many hours to produce the school yearbook last spring. This year Mrs. Andreasen and Mrs. Reynolds continue that tradition. Many thanks to Dave Stewart who is still maintaining our school website. The site continues to be a conduit linking the community with the school.

Respectfully Submitted,

Richard Brewer

CHAIR'S REPORT

To begin, I would like to thank Bill Rescsanski for his years of service to the district. I would also like to thank Denise Dennis for coming forward to fill Bill's unexpired term.

As of this writing, the Board has yet to finalize the budget. However, we are looking at a reduction in the budget. The bad news is that the conditions that have driven our budget so high have not changed. Special education costs are on the rise and federal reimbursement is still inadequate. In addition, unfunded mandates associated with the No Child Left Behind legislation have further reduced our adequacy funding and grant monies. As we head into an election year, I would urge everyone to make special education funding a priority when voting.

Elizabeth Scharf was this year's recipient of the Marlow School Board Scholarship. Elizabeth is attending UNH and majoring in Chemistry.

As always, I would like to thank the staff at John D. Perkins School for their hard work and dedication. I also wish to thank the administrative and support staff of SAU 29.

It is not an easy task for the Board to balance the needs of the students with our responsibility to the taxpayer, given the lack of control we have over much of the budget. I can state that the budget we will present to you, the voters, is a no-frills budget and I ask for your support.

I closing I would like to say how much I appreciate the efforts of my fellow board members -- Art Andreasen, Ken Dassau, and Stephanie Tickner.

Joseph Scharf, Chair
Marlow School Board

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Board of Selectmen Mon 7:00 – 9:00 pm Planning Board 2nd Tues Monthly 7:00 pm

Town Clerk Wed 4:30 – 7:00 pm Zoning Board
Thurs 10:00 am – 12:00 pm Of Adjustment As Needed

Tax Collector Tues 5:00 – 7:00 pm Overseer of Welfare As Needed

TRANSFER STATION/ RECYCLING CENTER 446-7973

Wednesday 4:30 – 7:30 pm Saturday 8:00 am – 4:00 pm

LIBRARY 446-3466

Mon 10:00- 12:00 pm, 12:30 – 4:30 pm, 6:30 – 8:30 pm
Wed 6:30 – 8:30 pm Thurs 1:00 – 3:00 pm Sat 10:00 – 12:00 pm

POST OFFICE 446-3489

Lobby: Mon – Fri 7:10 am – 5:00 pm, Sat 7:10 – 11:45 am
Window Service: Mon – Fri 8:00 am – 5:00 pm, (closed 1:00 – 2:00 pm)
Sat 7:30 – 11:30 am

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